Annual Report

APPRENTICESHIP
TRAINING

April 1, 2002 - March 31, 2003

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The 2002 – 2003 Apprenticeship Training Division Annual Report is available on the website at:
http://www.apprenticeship.ednet.ns.ca

104-07127/

Introduction

Message from the Director

2002-2003 represents the last year that the Nova Scotia Apprenticeship Training Program operated under the direction of Joe Black. During his tenure, the program saw many improvements, including technical training administration, increased registrations, industry partnerships, and the introduction of a number of services to benefit clients. His final effort involved the revision of the *Apprenticeship and Trades Qualifications Act* which positions apprenticeship as a system, from youth apprenticeship to upgrade training for journeypersons, and that will enable the province to plan more effectively to meet skill shortages that may result from the aging of our workforce.

Apprenticeship Training is a partnership with business, industry and labour. No one understood this better than Joe Black and no one worked harder to involve these partners to ensure that Apprenticeship Training remains industry driven and is continuously responsive to industry's needs. Joe also realized that youth are an essential part of the future of the skilled trades in this province. He made important contributions to initiatives that reach youth, including Skills Canada, Techsploration and STEP.

Joe Black worked vigorously with the Nova Scotia Community College and the University College of Cape Breton, the two public institutions that deliver apprenticeship training, to ensure that the in-class experience of apprentices today is first rate. Working in partnership with Human Resources Development Canada, he brought in the Virtual Campus to provide more flexible training options for apprentices and to support the development of curriculum for classroom instruction. He also successfully argued that apprenticeship training be financially supported through the Skill Development Agreement. This will enable more sections of training to be delivered in the 2003-2004 year.

Building on the foundation that Joe Black laid, the Division will continue to do all it can to make apprenticeship training a quality program. While a constant challenge, the job is made easier with an excellent team of support staff, field officers, enforcement officers and program development staff. Thank you for your tireless dedication.

Given that 2002-2003 represents Joe's last year with the Department of Education, I think it only fitting to close with words Joe himself used to conclude last year's message: "Through the cooperative efforts of business, labour, training institutions and government, Nova Scotia will continue to train and certify quality tradespeople who will secure employment opportunities and be productive members of Nova Scotia's workforce."

Marjorie Dawson

Acting Director
Apprenticeship Training and Skill Development

Apprenticeship Explained

Apprenticeship is a method of learning in which trade experts (journeypersons) pass on knowledge and skills to learners (apprentices) in a workplace setting. It is an effective form of training that is widely supported and used around the world to address the needs of employers in many industries. Apprenticeship is predominantly based in the workplace, with more than 85 percent of training taking place on the job. As a means of preparing people for a wide variety of occupations, the apprenticeship system has clear advantages over exclusively classroom-based skills training. For example, because apprentices are employed as workers, their training helps them develop the skills actually required in existing or emerging jobs in real workplaces. Apprenticeship training helps people acquire relevant skills that will help them find and keep secure, well-paying jobs.

The training standards in apprenticeship programs are recommended by employer and employee representatives and form the basis for the certification process at the completion of an apprenticeship. Apprenticeship graduates are highly employable and mobile in the labour market because employers know exactly what skills a certified worker has to offer.

Apprenticeship is a key element in Nova Scotia's training system. By helping to build a skilled labour force, apprenticeship training enables the province to attract the investment it needs for economic growth and job creation. The continuing availability of high quality training is an essential part of a strategy to make Nova Scotia an attractive place for businesses to invest in, and to enable Nova Scotia's businesses to be competitive in domestic and world markets. From a public perspective, apprenticeship training is very cost-effective. Employers, while covering most of the costs of training, have productive employees in the workplace instead of away at school for long periods of time – workers earning wages while they learn.

Apprenticeship training starts with a contract signed by three parties: the individual employer, the apprentice, and the province. The contract sets out the employer's agreement to provide on-the-job training to a standard recommended by industry representatives, and the apprentice's agreement to work for the employer, receive on the job training, and attend technical training when notified to do so. The signature on behalf of the Nova Scotia government verifies the employer is able to provide quality training and the apprentice's working conditions meet requirements set out in the regulations.

The technical component of training comprises approximately 15 per cent of total apprenticeship training, and is purchased by the province. Apprenticeship technical training is available in approximately 25 trades. About 95 per cent of technical training takes place at Nova Scotia Community College and the University College of Cape Breton. Technical training is also available over the Internet through the Virtual Campus of the Nova Scotia Community College. In 2002–2003, approximately 1975 apprentices participated in technical training.

Training Standards

The apprenticeship system is based on province-wide training standards. Standards provide the mechanism to match the training to the needs of industry. They take the form of detailed training outcomes – or "competencies" – and form the basis for technical training curricula and skill-based examinations leading to the certification of skilled journeypersons. Training standards are also used to assess prior learning and experience for clients who are able to document employment experiences equivalent to the apprenticeship program. Province-wide standards ensure employers that journeypersons and apprentices are able to perform work in their trades to standards that are clear, measurable, and comprehensive. The economy as a whole benefits because skilled tradespersons have the mobility to respond to shifting labour market demands.

Standards for apprentices extend beyond Nova Scotia's borders through the Interprovincial Standards (Red Seal) Program. Provinces have agreed to expand the Red Seal Program and other initiatives to further the mobility of skilled workers.

Administration and Client Services

The province supports the administration of the apprenticeship program through a network of four offices across the province. At present, Nova Scotia apprenticeship field staff have an average caseload of 400 apprentices each. Their time and energies are consumed by such tasks as contract registration, class scheduling, apprentice follow-ups, and dispute resolution. They have little time for much-needed program enhancement or program development activities. The network provides a variety of client services. These include:

Employer-centred services - e.g., assessing employer training needs, recommending appropriate training programs, developing training plans, and helping to implement training programs;

Administrative services - e.g., registering apprentice contracts, delivering examinations, scheduling and following up on the technical component of programs, providing assessment of qualifications, and processing renewal applications for journeypersons who hold certificates of qualification;

Program-enhancement services - e.g., promoting and marketing apprenticeship programs, monitoring on-the-job training, and acting as a third-party advocate for clients, including providing individual counselling.

Through the *Apprenticeship and Trades Qualifications Act*, the Minister of Education delegates authority for administration of the system to the Director of Apprenticeship. As the Minister's designate, the Director has the authority to sign and issue certificates of qualification and certificates of apprenticeship, and approve training programs and delivery agents.

Funding

The Nova Scotia government funds the overall management of the Apprenticeship Program which includes the combined cost of administering the system and developing training standards (about $1.7 million annually). The province also funds the purchase of technical training (approximately $2.3 million in 2002 - 2003) and collects about $114,000.00 in examination and certificate renewal fees.

Apprenticeship Training Division

Vision, Mission, and Mandate

The Apprenticeship Training Division, through a strategic planning process in the Fall of 2000, developed a four-year Business Plan. During the planning process, the Division articulated a vision and a mission for the Apprenticeship Program. The mandate of the Division was revised to reflect current realities. The Apprenticeship Training Division's goals, guiding principles, and strategies support a client centered approach to training and certification, and are designed to create a training program that is accessible, current, flexible, relevant and valued by Nova Scotians.

Vision - a dynamic training and certification system that enhances Nova Scotia's economic development opportunities through Apprenticeship training and certification opportunities.

Mission - to provide quality, accessible Apprenticeship training that contributes to the development of a skilled workforce and meets the needs of Nova Scotia businesses.

Mandate - manage the Nova Scotia Apprenticeship Program and provide leadership in standards development to ensure that standards for both technical and skills training are of the highest quality, and are current and relevant to the needs of Nova Scotia employers and trades people.

Statutory Authority

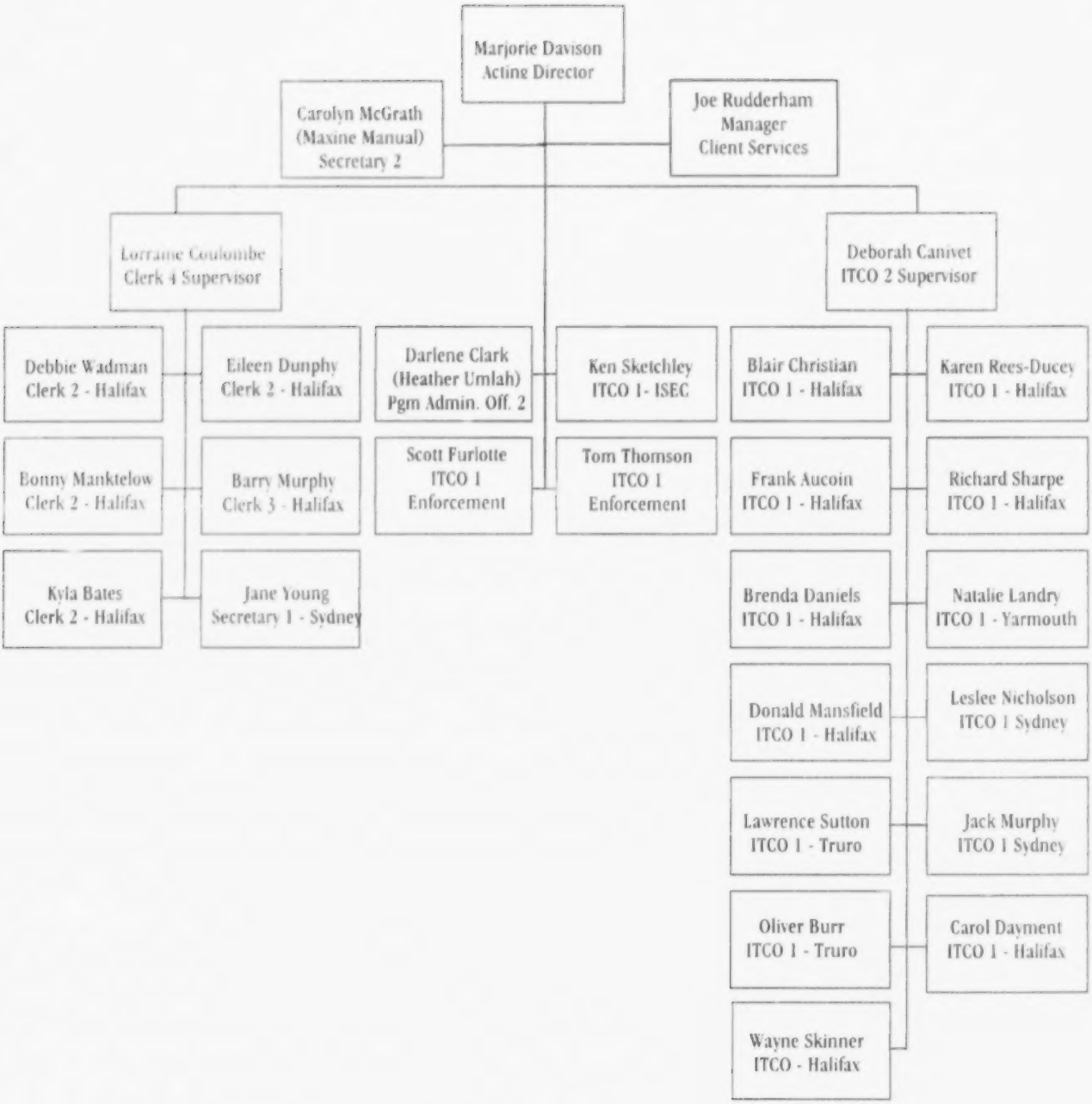
The Statutory Authority for the Nova Scotia Apprenticeship Program is the *Apprenticeship and Trades Qualifications Act*, 1989. The Act can be found on the World Wide Web.

http://www.gov.ns.ca/legi/legc/statutes/apprenti.htm

Division Description

The Apprenticeship Training Division is responsible for administering the *Apprenticeship and Trades Qualifications Act* and attendant regulations and promoting compliance with the Act through educational awareness. The Division develops and administers standards of training and assessment, including examinations that assess the quality of work site and technical training programs leading to certification in designated trades.

APPRENTICESHIP TRAINING
Organizational Structure
May, 2003



Financial Highlights

The table below provides financial information in summary form for the 2002–2003 fiscal year.

FISCAL YEAR 2002–2003	
Expenditures	**Dollars**
Salaries	$ 1,309,556.00
Operating	$ 476,031.00
Training Costs	$ 2,356,045.00
Recoveries (Examination and Renewal Fees)	$ (114,632.00)
TOTAL	$ 4,027,000.00

Overview of Apprenticeship Activities

OVERVIEW OF APPRENTICESHIP ACTIVITIES 2002–2003	
Description	**Total**
Active Apprentices	4810
Active Employers	3347
New Registrations	1049
Cancellation of Apprenticeship Agreements	385
Certificates of Qualification Issued	800
Certificate Renewals	2707
Clients Scheduled for Technical Training	1978
Completions (Graduates) of the Program	532
Examinations Written	1563
Interprovincial Red Seals Issued	573
Reinstatement of Apprenticeship Agreements	20
Section 19 Applications Received	322
Section 19 Applications Processed	250

Major Activities/Responsibilities of the Division

- Administers 54 designated trades.
- Registers in excess of 1000 apprentices per year.
- Maintains records for approximately 4800 active apprentices.
- Maintains contact with 4800 active apprentices and approximately 3300 employers for the purposes of developing Training Plans and monitoring progress through the Provincial Apprenticeship Program.
- Maintains records of approximately 1000 trade qualifiers.
- Facilitates certification process for long time-trades practitioners.
- Maintains the Apprenticeship Certification and Information System (ACIS) for tracking of apprentices and journeypersons.
- Participates in the continued development and maintenance of the Apprenticeship Certification and Information System (ACIS). This initiative is a partnership between the Provinces of Nova Scotia, New Brunswick, and Manitoba.
- Participates in the development of an Interprovincial Computerized Examination Management System (ICEMS) which is a database for Interprovincial examinations and statistics. This initiative is a partnership with all provinces/territories in Canada and the Government of Canada, and was implemented in October 2002.
- Provides awareness and information sessions for faculty and students at the Nova Scotia Community College, University College of Cape Breton, and private career colleges.
- Participates in initiatives at the Atlantic Provinces level, including provision for mobility of apprentices and holders of certification, and development of common standards, curriculum, and progress record books.
- Reformats apprenticeship training for Internet delivery. To take advantage of the most current communications technologies, a "Virtual Campus" has been established to provide apprentices access to technical training through the Internet. Currently twelve (12) programs are being delivered and several others are in development.
- Manages standards development and renewal in 30 apprenticeship programs. The Apprenticeship Training Division, the Nova Scotia Community College, the University College of Cape Breton, the Virtual Campus, and a joint initiative with the four Atlantic Provinces, makes curriculum renewal possible.
- Develops and maintains approximately 113 apprenticeship progress and certification examinations.
- Provides workshops in examination item development to training providers.
- Participates in the Interprovincial Standards Red Seal Program. This is an industry-driven certification standards program recognized by all provinces and territories in Canada. It is administered by the Canadian Council of Directors of Apprenticeship.
- Develops and implements an accreditation process and procedures.

Statistical Data

New Registrations

NOTE: All data presented is for the 2002/2003 reporting year unless otherwise stated.

In 2002 – 2003, 1049 new apprentices and improvers were registered of which 1068 were male and 58 were female. Registrations in the Automotive Service Technician and Construction Electrician occupations accounted for 28.3% of all new registrations.

NEW REGISTRATIONS 2002-2003				
Trade	**Actual**	**%**	**Male**	**Female**
Automotive Service Technician	133	12.7	132	1
Automotive Service Technician (Service Station	20	1.9%	20	0
Boilermaker	8	0.8%	8	0
Bricklayer	19	1.8%	19	0
Carpenter	118	11.2	113	5
Construction Electrician	154	14.7	151	3
Cook	60	5.7%	36	24
Gas Fitter	24	2.3%	24	0
Industrial Electrician	32	3.1%	31	1
Industrial Instrument Mechanic	16	1.5%	15	1
Industrial Mechanic (Millwright)	51	4.9%	50	1
Machinist	29	2.8%	28	1
Oil Burner Mechanic	44	4.2%	44	0
Painter and Decorator	17	1.6%	16	1
Plumber	85	8.1%	85	0
Power Engineer	42	4.0%	40	2
Refrigeration and Air Conditioning Mechanic	23	2.2%	23	0
Sheet Metal Worker	10	1.0%	10	0
Steamfitter-Pipefitter	43	4.1%	43	0
Truck and Transport Mechanic	36	3.4%	36	0
Welder	43	4.1%	42	1
All Other Trades	42	4.0%	40	2
TOTAL	**1049**	**100%**	**1006**	**43**

New Registrations - Average Age

The average age of the 1049 apprentices and improvers who registered last year is 30 years. Of this number the average age for apprentices is 27.5 years and 40 years for improvers.

APPRENTICES	AVG. AGE	OCCUPATION	IMPROVERS	AVG. AGE	TOTAL	AVG. AGE
111	25.3	Automotive Service Technician	21	35.1	133	26.9
2	26	Automotive Service Technician (Front End and Brakes)	5	38.6	7	35
6	29.7	Automotive Service Technician (Service Station Mechanic)	14	39.6	20	36.7
8	23.3	Boilermaker	N/A	N/A	8	23.3
15	27.5	Bricklayer	4	37	19	29.6
95	26.7	Carpenter	23	38.5	118	29
141	26.5	Construction Electrician	13	42.9	154	27.8
46	26.8	Cook	14	38.3	60	29.5
2	22.5	Farm Equipment Mechanic	1	29	3	24.7
15	35.4	Gas Fitter	9	39.1	24	36.8
6	27	Heavy Duty Equipment Mechanic	1	49	7	30.1
17	29	Industrial Electrician	15	37.8	32	33.1
15	28.1	Industrial Instrument Mechanic	1	41	16	28.9
37	27.7	Industrial Mechanic (Millwright)	14	42	51	31
26	27.7	Machinist	3	23.7	29	27.3
8	26.5	Metal Fabricator (Fitter)	1	30	9	26.9
6	25.3	Motor Vehicle Body Repairer (Metal and Paint)	3	33.3	9	28
44	29.4	Oil Burner Mechanic	N/A	N/A	44	29.4
16	26.4	Painter and Decorator	1	57	17	28.2
78	23	Plumber	7	34.6	85	28.4
28	36.2	Power Engineer	14	44.7	42	39
22	29.5	Refrigeration and Air Conditioning Mechanic	1	35	23	29.7
2	41	Refrigeration Plant Operator - Stationary Engineer	2	39	4	40
8	22.8	Sheet Metal Worker	2	38	10	27.3
3	22	Sprinkler System Installer	N/A	N/A	3	22
42	25.7	Steamfitter-Pipefitter	1	50	43	26.3
30	24.8	Truck and Transport Mechanic	6	39.2	36	27.2
37	26.4	Welder	6	37.7	43	28
866	**27.2**		**182**	**38.7**	**1049**	**29.2**

Education / Training History of New Apprentices

The Apprenticeship Training Division concluded an analysis of the education/training history of the 1049 apprentices and improvers who registered to the Apprenticeship Program in the period April 1, 2002 to March 31, 2003. The table below provides a synopsis of the 899 new registrants to the Apprenticeship Program who engaged in related post-secondary and vocational training.

EDUCATION/TRAINING HISTORY OF NEW APPRENTICES Registered from April 1, 2002—March 31, 2003		
Nova Scotia Community College (NSCC)		
Campus Not Specified	48	
Akerley Campus	114	
Annapolis Campus	11	
Burridge Campus	18	
Colchester Campus	3	
Cumberland Campus	4	
Halifax Campus	18	
Hants Campus	3	
Institute of Technology Campus	81	
Kingstec Campus	76	
Lunenburg Campus	32	
Marconi Campus	41	
Nautical Institute	2	
Pictou Campus	40	
Shelburne Campus	3	
Strait Area Campus	63	
Sydney Campus	11	
Truro Campus	3	
Sub-total NSCC	**561**	**561**
Memorial Composite High School	31	
Nova Scotia Agricultural College	6	
Private Career Colleges	12	
UCCB - Sydney	43	
Universities	44	
Vocational Schools - not specified	27	
Sub-total from Nova Scotia Training Facilities	**163**	**163**
Community College - Alberta - All Campuses	8	

Community College - British Columbia - All Campuses	4	
Community College - Newfoundland - All Campuses	6	
Community College - New Brunswick - All Campuses	8	
Community College - Ontario - All Campuses	5	
Holland College/Culinary Institute	3	
Sub-Total from Out-of-Province Training Facilities	**34**	**34**
Grand Total of Graduates from post-secondary programs		**758**
Number of New Registrations April 1, 2002 - March 31, 2003		**1049**
Percentage of new registrations from post-secondary programs		**72.3%**

Cancellations

385 apprentices were cancelled from the Apprenticeship Program for various reasons.

REASON FOR CANCELLATION	NUMBER	PERCENTAGE
Unable to Locate	59	15.3%
Insufficient Theory Progress	34	8.8%
Not Trade Employed	64	16.6%
Left the Province	41	10.6%
At own request	36	9.7%
Transfer of Apprenticeship	31	8.1%
Employer Termination of Agreement	32	8.3%
Excessive Time in Trade	58	16.1%
Other	30	6.5%
TOTAL	**385**	**100%**

Reinstatements

20 cancelled apprentices were reactivated to the Apprenticeship Program.

Completions (Graduates) of the Program

A total of 532 apprentices graduated from the Apprenticeship Program, of which 520 were male and 12 were female.

COMPLETIONS (GRADUATES) OF THE PROGRAM			
Occupation	**Graduates**	**Male**	**Female**
Automotive Service Technician	71	71	0
Automotive Service Technician (Service Station Mechanic)	3	3	0
Boilermaker	23	22	1
Bricklayer	3	3	0
Carpenter	45	44	1
Construction Electrician	52	51	1
Cook	20	12	8
Gas Fitter	9	9	0
Heavy Duty Equipment Technician	19	19	0
Industrial Electrician	5	5	0
Industrial Instrument Mechanic	7	7	0
Industrial Mechanic (Millwright)	57	57	0
Ironworker (Generalist)	7	6	1
Machinist	15	15	0
Metal Fabricator (Fitter)	1	1	0
Motor Vehicle Body Repairer (Metal and Paint)	1	1	0
Oil Burner Mechanic	21	21	0
Plumber	35	35	0
Powerline Technician	1	1	0
Refrigeration & Air Conditioning Mechanic	14	14	0
Sheet Metal Worker	13	13	0
Sprinkler System Installer	7	7	0
Steamfitter-Pipefitter	29	29	0
Truck and Transport Mechanic	53	53	0
Welder Level "A"	4	4	0
Welder Level "B"	5	5	0
Welder Level "C"	12	12	0
TOTAL	**532**	**520**	**12**

Technical Training

1344 apprentices attended technical training at the Nova Scotia Community College and the University College of Cape Breton. In addition, 608 apprentices registered for technical training on the Internet through the Virtual Campus and 27 apprentices accessed training through their labour organization. The additional 162 clients who accessed training in 2002 – 2003 represent a 8.9% increase over 2001-2002.

TECHNICAL TRAINING						
Facility	**1998-1999**	**1999-2000**	**2000-2001**	**2001-2002**	**2002-2003**	**Change from Previous Year**
UCCB	214	268	311	286	299	+13
NSCC	990	955	912	912	1045	+133
UA Plumbers & Pipefitters				46	27	-19
Virtual Campus (NSCC)	179	305	461	572	608	+36
TOTAL	**1383**	**1528**	**1684**	**1816**	**1978**	**+162**

Active Apprentices at Year End

On March 31, 2003, 4810 apprentices actively participated in the Apprenticeship Program. Of these, 238 were female and 4572 were male. This represents an increase of 224 active apprentices or 5% over 2001 – 2002 figures.

ACTIVE APPRENTICES AT YEAR END						
	1998-1999	**1999-2000**	**2000-2001**	**2001-2002**	**2002-2003**	**Change from Previous Year**
Male	3371	3594	3872	4355	4572	+227
Female	197	212	198	231	238	+07
TOTAL	**3568**	**3806**	**4070**	**4586**	**4810**	**+224**

Summary Totals of Active Apprentices

OCCUPATION	TOTAL	# MALE	%	# FEMALE	%
Automotive Service Technician	609	602	99	7	1
Automotive Service Technician - Front End and Brakes	21	21	100	0	0
Automotive Service Technician -Service Station Mechanic	45	45	100	0	0
Boilermaker	26	25	96	1	4
Bricklayer	49	49	100	0	0
Carpenter	576	557	97	19	3
Construction Electrician	792	783	99	9	1
Cook	359	207	58	152	42
Farm Equipment Mechanic	9	9	100	0	0
Gas Fitter	36	36	100	0	0
Heavy Duty Equipment Technician	50	50	100	0	0
Industrial Electrician	162	150	93	12	7
Industrial Instrument Mechanic	31	29	94	2	6
Industrial Mechanic (Millwright)	207	205	99	2	1
Ironworker (Generalist)	37	37	100	0	0
Machinist	154	151	98	3	2
Metal Fabricator (Fitter)	32	31	97	1	3
Motor Vehicle Repairer (Metal and Paint)	48	47	98	1	2
Oil Burner Mechanic	150	149	99	1	1
Painter and Decorator	19	18	85	1	5
Plumber	369	360	98	9	2
Power Engineer	236	232	98	4	2
Powerline Technician	48	47	98	1	2
Refrigeration and Air Conditioning Mechanic	105	103	98	2	2
Refrigeration Plant Operator - Power Engineer	40	40	100	0	0
Sheet Metal Worker	82	82	100	0	0
Sprinkler System Installer	44	44	100	0	0
Steamfitter-Pipefitter	170	162	95	8	5
Truck and Transport Mechanic	197	197	100	0	0
Welder	107	104	97	3	3
TOTAL	**4810**	**4572**	**95%**	**238**	**5%**

Section 19 (Trade Qualifiers) Applications

Section 19 of the General Regulations under *the Apprenticeship and Trades Qualifications Act* provides the opportunity for long-time trade practitioners to receive certification if they meet defined criteria:

- employed in the trade for the period set out in the Trade Regulations;
- recommended for a Certificate of Qualification by two persons who are competent in the trade and who have vouched for the candidate's skills and experience;
- competent in the skills of the trade, as determined by the Director;
- write and pass the certification examination.

During the fiscal year 2002 – 2003, 322 trade qualifiers applied under Section 19 of the General Regulations to write certification examinations. Review Committees assessed 250 files (53 from previous year); 225 were approved, 25 were denied, and 125 applications are pending. It is estimated that each application requires 4 person days to process.

SECTION 19 (TRADE QUALIFIERS) APPLICATIONS						
Applications	**1998-1999**	**1999-2000**	**2000-2001**	**2001-2002**	**2002-2003**	**Change from Previous Year**
Reviewed	502	341	477	350	250	-100
Approved	412	297	422	305	225	-80
Denied	90	44	55	45	25	-20

Trade Qualifiers

A total of 241 trade qualifiers received certification under Section 19 of the General Regulations.

TRADE QUALIFIERS			
Occupation	**Trade Qualifiers**	**Male**	**Female**
Automotive Service Technician	14	14	0
Automotive Service Technician (Service Station Mechanic)	15	15	0
Baker	1	1	0
Bricklayer	8	8	0
Cabinet Maker	2	2	0
Carpenter	8	8	0
Construction Electrician	2	2	0
Cook	4	3	1
Farm Equipment Mechanic	1	1	0
Gas Fitter Tech I	6	6	0
Gas Fitter Tech II	33	33	0
Gas Fitter Tech III	52	52	0
Hairstylist	5	0	5
Heavy Duty Equipment Technician	1	1	0
Industrial Electrician	4	4	0
Industrial Instrument Mechanic	4	4	0
Industrial Mechanic (Millwright)	14	14	0
Lather (Interior Systems Mechanic)	1	1	0
Machinist	2	2	0
Mobile Crane Operator	5	5	0
Motor Vehicle Body Repairer (Metal and Paint)	4	4	0
Motorcycle Mechanic	5	5	0
Oil Burner Mechanic	1	1	0
Partsperson	1	1	0
Sheet Metal Worker	1	1	0
Sprinkler System Installer	1	1	0
Steamfitter-Pipefitter	19	19	0
Transport Trailer Technician	1	1	0
Truck and Transport Mechanic	19	19	0
Welder Level "A"	1	1	0
Welder Level "C"	6	6	0
TOTAL	**241**	**235**	**6**

Examinations Written

During 2002 – 2003, a total of 1563 clients wrote various apprenticeship progress and certification examinations. Of that total, 340 clients wrote progress examinations, 1139 apprentices and trade qualifiers wrote certification examinations, and 84 practical examinations were administered in the Gas Fitter occupation.

EXAMINATIONS WRITTEN						
Examinations	**1998-1999**	**1999-2000**	**2000-2001**	**2001-2002**	**2002-2003**	**Change from Previous Year**
Progress Examinations	974	1009	660	457	340	-117
Certification Examinations	1046	929	1076	849	1139	+290
Practical Examinations	–	37	135	67	84	+17
TOTAL	**2020**	**1975**	**1870**	**1373**	**1563**	**+190**

Progress Examinations

A total of 340 progress examinations were written during 2002 – 2003. Apprentices wrote 200 examinations with a pass rate of 72% (143 passed). Non-apprentices, including pre-employment and placement candidates (challenge examinations to determine placement of candidates in the Apprenticeship Program), wrote 140 examinations with a pass rate of 62% (87 passed).

Certification Examinations

A total of 1139 clients wrote certification examinations during 2002 – 2003. Completed apprentices wrote 814 examinations with a pass rate of 67% (545 passed). Trade qualifiers wrote 325 examinations with a pass rate of 51% (167 passed). The success rate for trade qualifiers increases proportionately to the amount of skills upgrade training they receive.

Certificates of Qualification Issued

Certificates of Qualification are issued to apprentices who have successfully completed an apprenticeship program and to trade qualifiers who have met all the requirements of a trade and have passed the certification examinations.

In 2002 – 2003, 800 Certificates of Qualification (CQs) were issued, representing an increase of 159 from 2001 – 2002. Of these, 532 (66.5%) were issued to completed apprentices, and 241 (30.1%) were issued to trade qualifiers. The remaining 27 (3.4%) certificates were issued to Certificate of Qualification holders from other jurisdictions who qualified for Nova Scotia certification.

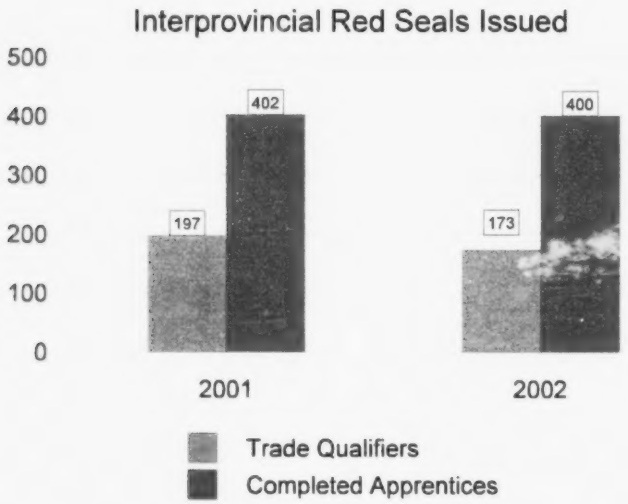
CERTIFICATES OF QUALIFICATION ISSUED						
Certificates Issued	**Fiscal Year 1998-1999**	**Fiscal Year 1999-2000**	**Fiscal Year 2000-2001**	**Fiscal Year 2001-2002**	**Fiscal Year 2002-2003**	**Change from Previous Year**
Completed Apprentices	319	288	408	341	532	+191
Trade Qualifiers	308	313	333	275	241	-34
Certificate Holders from Other Jurisdictions	89	59	44	25	27	+2
TOTAL	**716**	**660**	**787**	**641**	**800**	**+159**

Since 1937, a total of approximately 53,000 Certificates of Qualification have been issued in the Province of Nova Scotia.

Interprovincial Red Seals Issued

The Interprovincial Standards (Red Seal) Program was established to provide greater worker mobility across Canada. It allows qualified tradespersons to practice their trades in any province or territory of Canada where the trade is designated without having to write further examinations. A total of 573 Interprovincial Red Seals were issued to qualifying candidates during the calendar year 2002. Of this number, completed apprentices received 400 Red Seals and trade qualifiers received 173. This represents a decrease of 4.3% from the previous year's figure (599).

INTERPROVINCIAL RED SEALS ISSUED						
Red Seals Issued *	**Calendar Year 1998**	**Calendar Year 1999**	**Calendar Year 2000**	**Calendar Year 2001**	**Calendar Year 2002**	**Change from Previous Year**
Completed Apprentices	272	352	404	402	400	-2
Trade Qualifiers	219	219	210	197	173	-23
TOTAL	**491**	**571**	**614**	**599**	**573**	**-26**



* **Red Seal Statistics as reported by Statistics Canada are based on the calendar year, January to December. This accounts for variances between this table and the previous table.**

Partnerships and Stakeholders

The Apprenticeship Training Division actively pursues partnerships that lead to improvements in the Apprenticeship Program, provide enhanced benefits to the Nova Scotia economy, and engage more Nova Scotians in employment opportunities.

Atlantic Apprenticeship Council (AAC)

The Atlantic Apprenticeship Council consists of the Directors of Apprenticeship and Apprenticeship Board Chairs in the Atlantic Provinces. The Council meets quarterly to examine opportunities for cooperation and to develop strategies and work plans to use existing resources to achieve common goals. These efforts have resulted in the identification of common training standards that allow for consistent training practices that provide mobility opportunities for apprentices and journeypersons. This cooperative arrangement reduces development costs for each province and optimizes the use of available resources.

Canadian Council of Directors of Apprenticeship (CCDA)

The CCDA is vested with its authority by the Forum of Labour Market Ministers with responsibilities for Labour Market matters. It is responsible for the administration of the Interprovincial Standards (Red Seal) Program. The mandate of the CCDA is to encourage the standardization of provincial/territorial training and certification programs and to provide greater mobility across Canada for skilled workers. Nova Scotia fully participates in the CCDA and in 2002-2003 the representative from Nova Scotia chaired the Products Committee, one of the CCDA's three standing committees. This Committee is responsible for administering the process for the development of occupational analyses, training standards, interprovincial examinations and translation. It is also responsible for the activities of the Interprovincial Standards Examination Committee (ISEC) and provides the liaison mechanism between the CCDA and ISEC.

Interprovincial Standards and Examination Committee (ISEC)

Nova Scotia is an active member of the Interprovincial Standards and Examination Committee (ISEC). This working group is responsible for the development, validation and revision of National Occupational Analyses (NOA's), training standards, interprovincial examinations and examination item banks under the guidance and direction of the Canadian Council of Directors of Apprenticeship (CCDA) Products Committee.

The Apprenticeship Training Division made a commitment to host two Interprovincial "Red Seal" Trades, Construction Electrician and Refrigeration and Air Conditioning Mechanic for examinations and National Occupational Analyses.

Various validation sessions comprised of industry representatives were held in the following areas:

Boilermaker, Cook, Construction Electrician, Industrial Electrician, Metal Fabricator (Fitter) Plumber, and Transport Trailer Technician (Truck Trailer Repairer)

The following Interprovincial Examinations were generated from the Interprovincial Computerized Management System (ICEMS).

Automotive Painter, Automotive Service Technician, Baker, Concrete Finisher, Construction Electrician, Cook, Farm Equipment Mechanic, Hairstylist, Industrial Electrician, Industrial Mechanic (Millwright), Machinist, Metal Fabricator (Fitter), Mobile Crane Operator, Motor Vehicle Body Repairer, Painter and Decorator, Powerline Technician, Steamfitter/Pipefitter, Tool and Die Maker, and Welder.

The commitment to interprovincial standards requires the allocation of resources from the Apprenticeship Training Division and the reliance on Nova Scotia businesses and labour to voluntarily assist in the various validation exercises.

Joint Registration Agreements

In 2002 – 2003, Apprenticeship Training continued its initiatives with industry organizations to develop better mechanisms leading to improved training and employment opportunities. It is a goal of the Apprenticeship Training Division to involve more employers and organizations in the Nova Scotia Apprenticeship Program. One way of facilitating involvement is to engage organizations in Joint Registration Agreements, in which the organization enters into an agreement with the Department of Education to register apprentices to the organization. In November a Joint Registration Agreement was signed with Membertou First Nations. This is the first known agreement of its kind with a First Nations Community. The agreement paves the way for the registering of 25 apprentices this year and the delivery of apprenticeship skills training.

Provincial Apprenticeship Board

The Provincial Apprenticeship Board (PAB) is responsible for providing advice to the Minister of Education on matters concerning apprenticeship and is considered to be a fundamental link between government, business and industry. Specifically, it is responsible for recommending the designation of new trades/occupations in Nova Scotia and plays a key role in promoting and educating the public about apprenticeship.

The past year was another active one for the Board. Work on the *Apprenticeship and Trades Qualifications Act* and the apprenticeship system continued with the release of the discussion paper in March 2002. The Apprenticeship Board engaged the public in a formal review process during April and May, 2002. This included eight public sessions held across the Province. The consultation co-chairs, Carol MacCulloch and Jim Henley, released their report, Apprenticeship: Achieving Excellence though Partnership, in December 2003. The report contained 25 recommendations for action to improve the apprenticeship system. After finalizing procedures for drafting new legislation, the Board, with assistance from Apprenticeship Training, was actively involved in crafting new legislation to be introduced in the spring session of the legislature.

The Board coordinated the second Apprentice Recognition Event in the Halifax area. It was held at NSCC Akerley Campus on November 16, 2002 with over 100 graduated apprentices, employers, instructors and other distinguished guests in attendance. Catering at the event showcased the talents of college students in the Cooking pre-employment program. One of the highlights of the evening was the official launch of the new apprenticeship logo designed by Colin Green, a student at the Nova Scotia College of Art and Design. Another regional event is being planned for April at the Museum of Industry in Stellarton.

Initiatives

Apprenticeship Logo

The Logo was launched in 2002, the 65th anniversary of the Apprenticeship Program in Nova Scotia. The two stylized sails symbolize the rich historical traditions of the trades in Nova Scotia. The livelihoods of many Maritimers once depended heavily upon the shipbuilding industry, and the success of the industry upon the skills of the workers themselves. The sails represent progress and direction embodied in the modern day Apprenticeship Program. The three sides of the sails symbolize the relationship of the master, the apprentice and the Program; the large and small sail suggest the apprentice moving forward under the guidance of the master.

The designer of the Logo, Colin Green, is a Bachelor of Design Honours student in Visual Communication at the Nova Scotia College of Art and Design. Colin was born in Ladner, British Columbia, and grew up in Vancouver and Washington State. He is well travelled, and lived for a time in India, Thailand and Australia. He first visited Nova Scotia in 1996 and moved to Halifax in 1998 to study design at NSCAD, the best program in Canada, according to Colin. During 2002 he also had the opportunity to complete part of his studies at Parsons School of Design in New York City. Colin plans to move to London after graduation and has started his own design shop, Rambotron.

The Logo design project was coordinated by another Nova Scotia student, Lenore Bromley. Originally from Labrador City, Lenore came to Apprenticeship Training as a co-op student of Marketing and Communications at Dalhousie University. Lenore proposed that the logo project be offered to design students and received sixty designs from NSCAD and Nova Scotia Community College. Lenore shepherded the designs through consultations with staff and stakeholders until the winning design was chosen. Now a graduate, Lenore has joined Communications Nova Scotia where she applies her talents for the Department of Agriculture and Fisheries.

Prior Learning Assessment and Recognition

A system of Credit Transfer on a program scale is in place. The Apprenticeship Training Division has been working with training providers to improve alignment of programs in the trades. The Nova Scotia Community College, University College of Cape Breton, Springhill Institution, and various branches of the Military have been working with the Division to ensure that graduates will have a smooth transition to apprenticeship training and gain credit for learning and experience.

The Apprenticeship Training Division has recently begun to look at Technology programs for the purpose of identifying both credit toward apprenticeship and advanced standing on entry to technology programs to Journeypersons.

The Apprenticeship Training Division has been actively seeking partners in the evaluation of foreign credentials to assist immigrants to receive recognition for their qualifications and their prior learning abroad. Work with the Metropolitan Immigrant Settlement Association (MISA) to assist in job search skills for immigrant workers with trades backgrounds has begun.

Training Standards

In response to industry requests, apprenticeship training programs have been redesigned to provide more flexibility and accessibility to accommodate the needs of employers and apprentices. Most apprenticeship training programs are now offered in a course-based format that is easily adaptable to delivery in the classroom or through the Internet. Course-ending examinations will conform to interprovincial standards and will provide more intensive assessment mechanisms to prepare apprentices for their certification examinations. The industry developed occupational analyses are the base documents used in the development and renewal of apprenticeship training standards.

- The development, review and validation of all apprenticeship training standards was undertaken for existing and new apprenticeship occupations in Nova Scotia.
- A joint Atlantic Provinces initiative in the development and review of common training standards creates cost efficiencies, optimizes the use of resources and promotes mobility for clients.
- Through contracts with the Nova Scotia Community College and the University College of Cape Breton, curriculum is being adjusted and learning materials are being developed to reflect the outcomes of the Atlantic Provinces common curriculum standards initiatives.
- A move to course-based training provides clients and employers more access and more choices in training (ie. Internet, part-time studies) and provides greater accessibility for improvers and trade qualifiers to receive specific training or upgrading.

All training standards are intended to be reviewed and updated regularly to reflect current and relevant skills within industry. Apprenticeship stakeholders participate in the review and updating of all training standards. Work has been completed in 22 programs and these have been validated through Nova Scotia Industry. The review process began in 2002 to ensure that standards remain current and relevant.

Enforcement

Apprenticeship Training continually strives to improve the Nova Scotia Apprenticeship Program to meet the skill demands of the Nova Scotia labour market. The Enforcement Section continues to cultivate partnerships with Nova Scotia business, labour and other agencies to assist with the certification process and to ensure compliance with the *Apprenticeship and Trades Qualification Act*.

The revised act will allow for a more thorough investigation process, increase penalties for offenders, and clarifies responsibilities for employers and employees. The Enforcement Section is currently working with the Nova Scotia Department of Justice to introduce new processes which will be designed to help protect qualified tradespeople and to better facilitate the prosecution of offenders.

Complaint Investigation and processing continue to be major activities for the Enforcement Section. Encouraging voluntary compliance, information sharing, monitoring and educational awareness is high on the Enforcement agenda. Within the past year, the Enforcement Section has either resolved all compliance issues identified, to the satisfaction of the Division, or is currently addressing ongoing issues.

In the past year The Enforcement Section completed a comprehensive compliance audit of new car dealership service departments located in the Halifax Regional Municipality. The audit proved to be an effective tool to assist employers in maintaining compliance in the Automotive Service Technician trade. The Enforcement Section has scheduled similar audits in other regions of Nova Scotia, to commence in the near future.

The Enforcement Section monitored school construction and renovation projects throughout Nova Scotia. The monitoring continues as current projects continue and new schools are being constructed for Nova Scotian students.

Other jurisdictions within Canada continue to express interest in the Division's approach to enforcement. The Enforcement Section advised the Province of Manitoba in its research of processes to administer compliance procedures in that province.

A recent major improvement is the revision of the *Apprenticeship and Trades Qualification Act and General Regulations* on May 22, 2003. The previous update to the act was in 1989.

Essential Skills Initiative

Essential skills can mean success in work and training. The Division, Human Resources Development Canada, Nova Scotia Community College and The National Literacy Secretariat have partnered to establish the Apprenticeship Essential Skills Initiative. In addition to the four partners, other stakeholders include apprentices, journeypersons, organised labour and employers.

Essential skills include -- reading text, document use, math, writing, oral communications, teamwork, problem solving, critical thinking, basic computer use, continuous learning and English as a second language. The essential skills initiative will integrate an informal assessment with the apprenticeship registration process. Early identification of the level of an apprentice's essential skills determines if the apprentice has the skills necessary to be successful in training. If not, an individualized learning plan is creased and identifies supports needed for success.

Currently, the Apprenticeship Essential Skills Initiative is in pilot stage. As it is rolled out, each registered apprentice will be interviewed and assessed and, when appropriate, will receive an individualized learning plan. The learning plan will be specific to the essential skills needs of the apprentice and the specific essential skill requirements of the chosen trade. This will ensure each and every apprentice has the opportunity for success both on the job and in the classroom.

Public Relations Activities

A number of initiatives were undertaken to strengthen the profile of the Apprenticeship Program and increase public awareness of opportunities in skilled trades professions:

Building the Future, the Apprenticeship Calendar, including the Training and Examination Schedule were distributed to apprentices, their employers, trade unions, schools, and colleges within the province.

Promotional Events - The following is a partial list of public relations events in which the Apprenticeship Training Division participated:

- Westphal School, Presentation
- Skills Nova Scotia, Young Women's Conferences - Role and Mentor
- Automotive Service Technicians, Human Resource Council, Presentation
- Central Kings High School, Information Booth and Presentation
- Kings Central Trades & Technology Fair, Information Booth and Presentation

Apprenticeship/NSCC Joint Presentations to NSCC Students:

- Akerley Campus
- Cumberland Campus
- IT Campus
- Kingstec Campus
- Lunenburg Campus
- Marconi Campus
- Pictou Campus
- Shelburne Campus
- Strait Area Campus
- Yarmouth Campus

The Apprenticeship Training Division has been working closely with Membertou First Nations in Sydney, Nova Scotia to inform and encourage community members and employers on the reserve to access Apprenticeship training generally and during planned construction projects coming up on the Reserve in particular.

Many other promotional and public events were undertaken by staff over the course of the year.

Skills Canada~Nova Scotia

Skills Canada~Nova Scotia is a not-for-profit organization working with employers, educators, labour groups and governments to encourage Nova Scotia's youth to choose skilled careers in trades and technologies. They are associated nationally with Skills Canada and internationally with the World Skills Organization.

To reach its target audience, Skills Canada~Nova Scotia holds many projects and events with the support of their partners and volunteers. Projects and events include Young Women's Conferences, Skills Energy Youth Quests, African Canadian Youth Projects, Youth with Employability Barriers Projects and the Nova Scotia Skills Competition and Career Showcase. These events allow students to explore careers in skilled trades and technologies with a hands-on and interactive approach. The competition brings young Nova Scotians into a competitive spotlight in construction, manufacturing, transportation, information technology, and employability skills.

The Department of Education, a platinum sponsor for 2003, played a major role in the success of Skills Canada~Nova Scotia during the past year. Its support and guidance resulted in increased

awareness and the launch of new programs in order to encourage more youth to enter careers in skilled trades and technologies.

Skills Canada–Nova Scotia is truly grateful for the continuous support from the Department of Education and looks forward to implementing new initiatives with them in the upcoming year.

Techsploration

Young women are engaged in interactive learning about trades, technical and technology related careers and realizing the escalating opportunities for employment in these fields by participating in this exciting program. Never in the history of Nova Scotia has there been the opportunity for such interesting and well paying jobs. By supporting Techsploration through financial and human resource contributions, the Apprenticeship Training Division is working to benefit both youth and industry. As the current workforce ages, the pool of new entrants is not expected to meet the needs of Canada's growing economy. Attracting more women and members of designated equity groups to train for work in all sectors of the economy has become a business imperative if Nova Scotia is to remain competitive in a global economy.

The Apprenticeship Training Division has worked in partnership with the Nova Scotia Community College, Women in Trades and Technology National Network, Strait Regional School Board, Halifax Regional School Board, and Waycobah Board of Education, to develop and deliver the Techsploration Program.

The overall goal of Techsploration is to increase the number of women working in trades, technical and technology-related occupations by assisting young women from diverse backgrounds to explore a wide range of career options in these fields.

Techsploration was piloted in Nova Scotia in 1998 and delivered over the past four years. The Program's success with teams of young women from diverse cultural backgrounds and at different academic levels can be attributed to the following:

- Includes the participation of several industry partners who have identified the need to diversify the labour force and proactively respond to pending skills shortages
- Introduces young women to in-demand trades and technologies careers
- Demonstrates how education and career choices affect one's future
- Provides positive interactions between young women and female role models
- Stimulates discussion about trades and technology careers for young women in school, at home, and in the community
- Promotes apprenticeship in the public school system
- Introduces young women to basic skills through hands-on activities
- Acts as a catalyst for ongoing community partnerships between female role models, training providers, educators, school boards, first nation boards of education, businesses, unions, government, associations and community members.

Apprenticeship Training Division – Human Resources

The staffing complement of the Apprenticeship Training Division is 28 full-time equivalent positions as shown in the organizational chart on page 5. The Division is structured in four sections with distinct, yet interrelated responsibilities.

Support Services - responsible for providing administration and support to the Division including clerical, records management, financial and accounting, research and statistical information services.

Client Services - responsible for developing, maintaining, and administering examinations, registering apprenticeship agreements, providing advice and counselling to apprentices and employers, establishing training plans with clients, and monitoring work places to ensure skills are being acquired in the work environment. The Client Services section has adopted a client-centered approach to work cooperatively and collaboratively with Nova Scotia industry.

Enforcement - responsible to ensure industry and its workers are in compliance with the *Apprenticeship and Trades Qualifications Act* and its attendant regulations. Compliance with the Act is accomplished through a process of public education. Enforcement Officers work with employers and employees to achieve compliance.

Program Services - This section of the Apprenticeship Training Division is responsible for developing and implementing an accreditation/credit process, coordinating the development of curricula and examinations for each of Nova Scotia's apprenticeship programs, and liaising with industry to validate training materials. The section also links with apprenticeship partners in Atlantic Canada to harmonize training standards and outcomes. This is a key area where the Apprenticeship Training Division must allocate additional resources to ensure continued growth and efficiencies for the Apprenticeship Program.

Apprenticeship Training Division staff are located at the central office in Halifax and in regional offices in Sydney, Truro and Yarmouth. See list of employees on page 34.

Toll Free Telephone Line

The Apprenticeship Training Division has a toll free telephone number, 1-800-494-5651. This number can be accessed from anywhere within Nova Scotia.

Website

The Apprenticeship Training Division is on the World Wide Web. Visit our site at:

http://www.apprenticeship.ednet.ns.ca.

In addition, general inquiries can be made through our e-mail address at:

apprenticeship@gov.ns.ca.

List of Employees

May 1, 2003

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Apprenticeship Training Division
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Toll Free: 1-800-494-5651
Fax: (902) 424-0717

Davison, Marjorie - Acting Director
McGrath, Carolyn - Secretary
(Manuel, Maxine)

Enforcement

Furlotte, Scott
Thomson, Thomas

Program Services

Clark, Darlene
(Umlah, Heather)
Sketchley, Ken

Client Services Supervisor

Canivet, Deborah

Industrial Training & Certification Officers

Aucoin, Frank
Christian, Blair
Daniels, Brenda
Dayment, Carol
Mansfield, Donald
Rees-Ducey, Karen
Sharpe, Richard
Skinner, Wayne

Support Services

Coulombe, Lorraine - Supervisor
Bates, Kyla
Dunphy, Eileen
Manktelow, Bonny
Murphy, Barry
Wadman, Debbie

Sydney Office:

Department of Education
Apprenticeship Training Division
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Sydney NS B1P 1C8
Phone: (902) 563-2149
Fax: (902) 563-3491

Industrial Training & Certification Officers

Murphy, Jack
Nicholson, Leslee

Support Services

Young, Jane

Truro Office:

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Apprenticeship Training Division
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Fax: (902) 893-6104

Industrial Training & Certification Officers

Burr, Oliver
Sutton, Lawrence

Yarmouth Office:

Department of Education
Apprenticeship Training Division
10 Starrs Road
Yarmouth NS B5A 2T1
Phone: (902) 742-0775
Fax: (902) 742-4628

Industrial Training & Certification Officer

Landry, Natalie

Frequently Asked Questions

What is Apprenticeship?

Apprenticeship is an agreement between an apprentice, an employer, and the Department of Education and Culture, Apprenticeship Training Division in which an apprentice agrees to work for an employer for a specific length of time in exchange for extensive, supervised on-the-job skills training (practical) and technical training (theory). This provides apprentices the opportunity to earn while they learn. The term of apprenticeship is usually three or four years. Successful completion of the program earns a Certificate of Qualification which recognizes the tradesperson as a skilled journeyperson.

Why is Apprenticeship important?

Apprenticeship is considered the most effective form of occupational training. It combines up-to-date technical training with practical hands-on experience to provide apprentices with excellent employment opportunities to enhance the province's economy.

How do I become an apprentice?

To register as an apprentice, you must be employed in the occupation for a 90 day probationary period and then sign an agreement with your employer and the Nova Scotia government. This agreement outlines the terms of your apprenticeship and the responsibilities of the apprentice and employer.

What are apprentices paid?

Apprentices earn 40 to 90 percent of the current journeyperson wage rate. Wages increase as each stage of development is successfully completed. These wages are governed by Trade Regulations for each occupation.

What are the qualifications needed to become an apprentice?

To register as an apprentice in the province of Nova Scotia, you must have successfully completed grade 12 or the equivalent and have an employer who is willing to train you in accordance with the Apprenticeship Agreement.

What is a designated trade?

A designated trade is a trade/occupation regulated by the Nova Scotia *Apprenticeship and Trades Qualifications Act and General Regulations*. The Act provides for formal apprenticeship training and the issuing of Certificates of Qualification to those who earn journeyperson status.

How many trades are designated in Nova Scotia?

There are 54 designated trades in the Province of Nova Scotia. See Appendix 1, page 32. Current statistics show that there are 4810 apprentices actively participating in the Apprenticeship Program.

What is Compulsory Certification?

Trades are compulsory certified for reasons of personal and public safety, and for the protection of the environment. Those employed in a compulsory certified trade must hold a current Certificate of Qualification recognized by the Province of Nova Scotia or a Certificate of Qualification from another jurisdiction with the Interprovincial Red Seal affixed, be a registered apprentice, or be a registered improver in the Province of Nova Scotia.

What is the Interprovincial Standards Red Seal Program?

The "Red Seal" Program provides qualified tradespersons the opportunity to practice their trade in any province or territory of Canada where the trade is designated without having to write further examinations. It was established in 1958 to provide greater mobility across Canada for skilled workers. Certified journeypersons are able to obtain a "Red Seal" endorsement on the Certificate of Qualification by successfully completing an interprovincial examination.

Client Profile

The clients we serve are numerous and diverse. They include the following:

Apprentice - A person who is employed in a designated trade/occupation under an agreement with an employer and the Department of Education, Apprenticeship Training Division. The apprentice agrees to work for the employer in exchange for extensive, supervised, on-the-job experience and technical training. A Certificate of Apprenticeship and a Certificate of Qualification are awarded to the apprentice when the certification examination is successfully completed at the end of the training.

Improver - A person who is currently employed in an occupation and through prior learning requires less than the full term of apprenticeship to acquire certification.

Trade Qualifier - Non-apprentices who may be eligible to challenge the certification examination if they meet the criteria as stated in Section 19 of the General Regulations under the *Apprenticeship and Trades Qualifications Act*. These applicants must supply references from two certified journeypersons and have their applications approved through a committee.

Pre-Employment Graduate - Graduates from an approved post-secondary pre-employment program receives apprenticeship credit based on the successful completion of the pre-employment program when they register as an apprentice.

Certificate of Qualification Holder - A tradesperson who currently holds a Certificate of Qualification in one of the 54 designated trades.

Employers - Business and industry partners who have entered into an agreement with an apprentice and the Province of Nova Scotia to provide on-the-job skills training (practical).

Organizations - The Apprenticeship Training Division works with a variety of organizations to develop apprenticeship training programs, skills upgrading programs, Trade Regulations, and examinations. These organizations include both organized labour and those working in a non-union environment.

Journeyperson - A person who has acquired the knowledge and skills in a trade, occupation or craft as attested to by a provincial or territorial authority.

Appendix 1

Trades Designated under the *Apprenticeship and Trades Qualification Act*, as of March 31, 2003

Check marks (✓) indicate that certification is compulsory.
* indicates a Red Seal Occupation.
Journeypersons with Red Seal certification can work across provincial borders without further examination.

Alarm and Security Technician
*Appliance Service Technician
*Automotive Painter
*Automotive Service Technician ✓
Automotive Service Technician - Service Station Mechanic ✓
*Baker
*Boilermaker
*Bricklayer ✓
*Cabinet Maker
*Carpenter
*Concrete Finisher
*Construction Electrician ✓
*Cook
*Electric Motor System Technician
*Electronics Technician - Consumer Products
*Farm Equipment Mechanic
*Floorcovering Installer
Gas Fitter
*Glazier
*Hairstylist
*Heavy Duty Equipment Technician
*Industrial Electrician
*Industrial Instrument Mechanic
*Industrial Mechanic (Millwright)
*Insulator (Heat and Frost)
*Ironworker (Generalist)
*Lather (Interior Systems Mechanic)
Locksmith
*Machinist
Marine Fitter
*Metal Fabricator (Fitter)
Mine Electrician
Mine Mechanic
*Mobile Crane Operator
*Motorcycle Mechanic
*Motor Vehicle Body Repairer - (Metal and Paint)
*Oil Burner Mechanic ✓
*Painter and Decorator
*Partsperson
*Plumber ✓
Power Engineer
*Powerline Technician
*Recreation Vehicle Service Technician
*Refrigeration and Air Conditioning Mechanic ✓
Restoration Stone Mason
*Roofer
*Sheet Metal Worker
*Sprinkler System Installer
*Steamfitter-Pipefitter
*Tilesetter
*Tool and Die Maker
*Truck-Trailer Repairer
*Truck and Transport Mechanic ✓
*Welder

Contact the Apprenticeship Training and Skill Development Division

For more information on apprenticeship training, please contact the regional apprenticeship training office in your area or make inquiries through e-mail: apprenticeship@gov.ns.ca. You may also visit the Apprenticeship Training and Skills Development Division Web site: http://www.apprenticeship.ednet.ns.ca/

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